



Steps in Preparing the O&M Evaluation Report

1. Complete the EVS O&M Student Profile
2. Gather information about the student's O&M needs from the student, the student's family, and members of the educational team.
3. Use the EVS O&M Service Planning Worksheet to develop O&M goals and objectives that address the student's needs.
4. Use the O&M Extent of Service Need and Recommendation Guidelines to rate the service needs associated with the goals developed for the student. Arrive at a recommendation for an O&M service mandate based on goal rating, knowledge of the student and the travel environment, and professional judgment factors.
5. Use the EVS O&M Evaluation Form to complete the student's evaluation report.

Draft, November 2000